

UNCLASSIFIED

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SECRET

## ROUTING AND RECORD SHEET

SUBJECT: (Optional) OVERTIME GUIDELINES FOR INTERNATIONAL COURIERS

FROM:

Acting Chief/PSS  
1016 Ames

EXTENSION

NO.

DATE

14 FEB 1980

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

Personnel Officer, Plans

1. and Review Staff/OP/P&C  
1006 Ames

Attn:

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F.Y.I. These guidelines were developed specifically for couriers and would not be helpful to anyone else.

25 YEAR RE-REVIEW

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